



"Friday Letter"

**To the Board of Directors
March 9, 2012**

From: Rick Howard, General Manager

General Manager/Administration:

- ✓ Remember, at 2:00 am this Sunday Daylight Saving Time begins. Be sure to spring those clocks forward one hour.
- ✓ The Notice of Vacancy has been posted to four different locations throughout Town. They are the District Office, the bulletin board at Valero (Dash), and the Ravenswood and Cornell Park bulletin Boards. We are required to post the notice in three different conspicuous areas in town. A copy of the notice is attached.
- ✓ On Wednesday morning, Berney Sadler of Veolia, as well as Virgil and I met with manufacturers of an LED lighting company. We hope to have a proposal to retrofit our lighting fixtures in the next couple of weeks. Average payback is 12-18 months depending upon wattage. I'll keep you posted.
- ✓ On Thursday morning, Virgil received a call of a number of large black garbage bags that had been dumped on Point of Timber Road near the gate to what will eventually be the Pantages project. Estevan Rocha, our Landscape Maintenance employee, went to pick up the bags to dispose of them. On further investigation, the Sheriff was called out as the bags contained parts of marijuana plants (there was no marijuana in the bags). The bags were removed and the contents destroyed. See photo, below.



- ✓ Today, Dina and I met with representatives of MRC, a subsidiary of the XEROX Corporation. MRC provides small business technologies, including workflow products, VOIP, and recently, digital agenda options. One of the biggest issues we have here at the office is the telephone system. If two phones are being utilized at the same time, no incoming calls come in and nobody can call out until the phone lines are freed up. We run the entire district on a home based phone system, with no voicemail, direct in-dial, call forwarding, or conference call features. I am looking to replace the existing system with a new telephone system.
- ✓ Last week, Calista sent the Form 700 materials to you to fill out and return to her. If you haven't already done so, the deadline for the Form 700 submittal is March 15, 2012.
- ✓ Sue returned to work this week. Welcome back Sue!

Financial Services

- ✓ Budget-Budget- Budget! We're gearing up for a busy budget season. The establishment of the Budget Committee will come before the Board on March 21.

Water and Wastewater Services

- ✓ On Tuesday afternoon, the Water and Wastewater Subcommittee (Vice President Graves was the only member of the water waste water committee in attendance), Virgil, Gregory Harris and I met with consultants that provide long term financing strategies. We discussed long term capital needs as identified in the Water and Wastewater Master Plans. We are meeting with another group next week. Capital financing options will be presented to the Board in late April or May. This will likely take place during a workshop.
- ✓ The District is currently participating in a multi agency RFP process headed by the Dublin/San Ramon Sanitary District. The RFP is aimed at obtaining volume purchase pricing for water treatment chemicals. Currently, we spend approximately \$100K annually on chemicals. Hopefully, we will see much better pricing for these chemicals once bids are received.
- ✓ As you recall, Veolia CCTV'd the segments of Willow Lake Road that were impacted by the recent SSO event. As I noted last week, some of the segments appear to be in need of rep[air. Veolia will provide a video of the situation to the Board during their report at the next Board meeting.

Parks and Landscape Services

- ✓ The lights at the front entrance were removed this week. They will go back up before Thanksgiving.
- ✓ The contracts that were approved at this week's Board meeting are being executed and the work should be starting in the next couple of weeks.
- ✓ There was a nice article in today's DB Press on the parks and landscape projects that have taken place and that are moving forward. A copy of the article is attached.

Important Dates

Upcoming important dates are as follows:

- Next CSD Regular Board Meeting – Wednesday March 21, 2012 at 7:00 pm.

Town of Discovery Bay Community Services District



NOTICE

ONE VACANCY HAS OCCURRED ON THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT (CSD), DUE TO THE RESIGNATION OF ONE OF THE DIRECTORS. AN APPOINTMENT TO FILL THE VACANCY WILL OCCUR AT A REGULAR MEETING OF THE BOARD OF DIRECTORS TO BE HELD ON WEDNESDAY, APRIL 4, 2012, AT 7:00 P.M., 1800 WILLOW LAKE ROAD, DISCOVERY BAY, CA 94505.

THE PERSON FILLING THIS POSITION WILL SERVE UNTIL THE FIRST FRIDAY IN DECEMBER 2012 FOLLOWING THE NOVEMBER, 2012 GENERAL ELECTION, MUST BE 18 YEARS OF AGE AND A REGISTERED VOTER, AND ALSO MUST BE A RESIDENT WITHIN DISCOVERY BAY'S DISTRICT BOUNDARIES. IF YOU ARE INTERESTED IN THIS POSITION, PLEASE SUBMIT EITHER A RESUME OR A BOARD APPLICATION THAT YOU CAN REQUEST FROM THE TOWN OF DISCOVERY BAY (CSD) DISTRICT OFFICE AT (925) 634-1131 AND THEN SUBMIT THE RESUME AND /OR APPLICATION TO THE DISTRICT OFFICE AT 1800 WILLOW LAKE ROAD, DISCOVERY BAY, CA 94505 BY MAIL, BY FAXING IT TO (925) 513-2705 OR EMAILING IT TO rhoward@todb.ca.gov

BY WEDNESDAY, MARCH 28, 2012.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT BOARD SECRETARY/GENERAL MANAGER, RICK HOWARD, AT (925) 634-1131 FOR MORE INFORMATION.

POSTED ON: 3-9-12

Signed by *Rick Howard*

RICK HOWARD, BOARD SECRETARY/GENERAL MANAGER

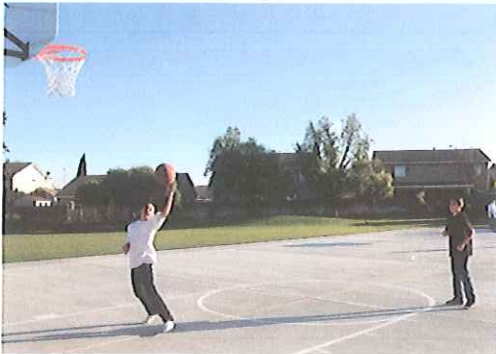
TOWN OF DISCOVERY BAY CSD

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Park and rec projects underway

by Ruth Roberts

03.08.12 - 11:27 am



The calendar says spring is just around the corner, but if you ask Discovery Bay Parks and Landscape Manager Fairin Perez, the season has already sprung.

“We’re cleaning things up and making them look pretty,” said Perez. “We’ve got a lot going on.”

And while there’s plenty of pruning, trimming and planting in the works, there are just as many recreation-related projects underway – a task that also falls under Perez’s professional purview.

“Fairin is definitely up to her elbows in projects all over town,” said General Manager Rick Howard. “Partly because the growth to the town has come so quickly that we are trying to accommodate the needs of the community, and also because we are still figuring out the best way to handle the recreation-management end of things. But we’re working on it, and Fairin has done an amazing job of addressing the wide variety of amenities that a community like Discovery Bay deserves.”

Last year’s biggest recreation upgrade was the completion of the Cornell Park playground, which the town unveiled last summer. And recently, the installation of a full basketball court at Regatta Park was completed. The resurfacing of the court, which includes a durable, protective product called Plexipave, is expected in the next few weeks.

At Cornell Park – the town’s oldest – the resurfacing of the tennis courts and replacement of the fencing are also underway. “The tennis courts are long overdue for some repair and attention,” said Perez. “They have been pretty much unusable up to this point ... The park has been in need of a facelift for a while.”

Other changes at Cornell include the removal of the tot lot in anticipation of the new pickleball courts. New horseshoe pits and revamped bocci ball courts are also on the to-do list. The anticipated cost of the Cornell upgrades is approximately \$200,000. Funding will come from the existing landscaping and lighting zones and have been approved by the CSD board.

A \$106,000 shade structure is also planned for Slifer Park later this year, along with a poured-in-place rubberized surface at the park’s playground, \$70,000.

According to Perez, a section of Highway 4 from Discovery Bay Boulevard east along the country club will see significant changes before summer sets in. “We’ll be removing a lot of the trees that failed and will be putting in landscaping that’s compliant with CalTrans requirements such as shrubs and ground cover,” said

Perez. "We believe these will do much better than what was previously there."

And later this summer, new trees and shrubs will be planted along Clipper Drive.

With so much happening in and around town, Perez is looking forward to the numerous upgrades and changes underway. "We're just trying to find ways to open the parks to all the members of the community," he said. "We want to make all aspects of the parks usable for sports, gatherings – all kinds of things."

And of course, the dogs. "We get a lot of questions about that," said Perez of the town's plans to open a dog park, perhaps at Slifer Park. "We're still in negotiations (with the county) and in the process of transferring Slifer from the county to the town. It's taking some time, but it's still absolutely something we are working on."

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